

### **Charge Statement**

For the National Sea Grant Review Panel's Reauthorization Committee  
Adopted by the Panel on Tuesday, March 6, 2006

#### **Charge Statement**

To improve the Panel's ability to provide accurate, timely and quality advice to the DOC Secretary, the NOAA Administrator and the National Sea Grant College Program Director, the Reauthorization Committee is charged with developing the Panel's information engagement guidelines and strategy for interacting with the Administration and Congress.

The Committee should identify Administration and Congressional persons to be contacted and recommend when such contacts should be made. The Committee should collaborate and work with the SGA and other strategic partners as appropriate, in developing the process and approach. Also as appropriate, the Committee should collaborate with the NOAA's Office of Legislative Affairs, for facilitating and advancing the quality of the Panel's informational exchange and gathering processes with the Administration and Congress.

#### **Special Note:**

The Committee (and all other Panel members) will follow FACA regulations and ensure that the full Panel is duly apprised accordingly via the Panel's annual training sessions.

#### **1. Action Plan**

- A. The first order of business for the Committee is to schedule informational sessions on Tuesday afternoon, March 7 and all day Wednesday, March 8, 2006, with the highest possible ranking staffers in the NOAA Budget and Policy Offices, the Department of Commerce Budget and Policy Offices, the OMB, key staffers for relevant oversight Congressional Committees, etc.
- B. The Committee should recommend the Panel's informational exchange protocol, including questions, for engaging these entities for the informational exchange.

#### **2. Information Gathering and Advising Role**

- A. Schedule meetings with relevant offices
- B. Match Panel members schedule staffers
- C. Compile and organize information collection

#### **3. Develop white paper on Sea Grant Reauthorization for Panel Guidance**

- A. Anticipate and Identify Issues
- B. Determine Decision Items
- C. Develop strategy
- D. Timelines
- E. Identify Relevant Decision Makers

#### **4. Formulate a position on Issues and Recommendations for the 2008 Reauthorization**

- A. Solicit concerns and positions addressing reauthorization.
- B. Prepare proposal for full Panel endorsement

#### **5. Implementation**

Working under the provisions of the FACA regulations governing prohibitions against lobbying, each Panel member is encouraged to play an appropriate role in the information exchange with Administration Officials and Congressional Members and Staffers.

#### **6. Oversight**

The Panel's Board of Directors (Executive Committee) will oversee this initiative on behalf of the full Panel.

